

IPRS Implementation Steering Committee

Meeting Minutes (Draft) - October 17, 2001

Attendees:

IPRS Implementation Steering Committee

Karen Andrews, Pathways
Diane Poe, Center Point
Melanie Thomas, Alamance-Caswell
Barbara Moore, Tideland
Vince Joyce, Mecklenburg
Art Costantini, AD, Southeastern Center
Bob Stayton, Sandhills
Gary Imes, Chief, DMH/DD/SAS-IT Section

IPRS Implementation Support and guests

Christal Wood, Duplin-Sampson-Lenoir
Bob Duke, Controller's Office
Carol Duncan Clayton, NCCCP
Denise Badgett, Piedmont
Ann Wilson, Piedmont
Ken Jones, Duplin-Sampson-Lenoir
Jack Chappell, Controller's Office
Tom McDevitt,
Bleecker Cooke, DIRM

Division Implementation Team

Betty Cogswell, IT Section
Susan Brown Ward, IT Section
Jim Ryals, DIRM
Cheryl McQueen, DIRM
Art Eccleston, DMH/DD/SA
Rick Olson, DIRM

1) Introductions - Other Business

Gary Imes asked for and received Committee approval to add EDS to the Implementation Steering Committee, effective immediately. EDS will also be added to the DMH Rollout group.

2) Review and approve minutes

The August 15 minutes had been approved before the meeting and posted to the web.

3) Development Project Status

The pilot area programs did complete their 837s permitting Stage 2, cycle 1 testing to begin. It finished on schedule on October 10. The team is now in Stage 2, Cycle 2 on schedule to finish October 30, 2001. Preparation for, running and verifying Stage 2, cycle 3 testing is scheduled between October 30 and November 9, 2001.

IPRS regression testing (for DMA acceptance), preparation for production test cycles and finalizing Acceptance Criteria is scheduled between November 2 and December 5. Production cycle 1 runs December 7; verification completes December 13. The team preps Production cycle 2 December 13, runs it on December 14 and finishes verification on December 21. Project wrap-up and acceptance completes by December 31, 2001.

4) The State Plan

- Gary Imes updated the group on the status of the state plan, which had been condensed and a summary section added. Several committee members and guests expressed concerns about how the plan will cause difficulties for the area programs to plan and to quickly move forward to develop plans for migrating to IPRS. The group asked if IPRS was designed to handle the many changes to population groups, covered services and benefits plans.
- Gary Imes said IPRS was designed to process changes to these key factors, but he was concerned about the short timeframe that responsible groups have to develop

"operational rules and specifications" which can then be put into IPRS. He said developing the operational rules could take upwards of 6 months.

- Area programs are concerned that unless great care is given to properly defining pop groups, services and benefits, they will not be able to earn all of their budgeted dollars.

5) IPRS Implementation Plan

- Betty Cogswell led a discussion about Implementation matters including a review of the draft of implementation phase selection criteria. A motion was made for the steering committee to be responsible for the groupings of the area programs into each of the four implementation phases. The group agreed to accept the responsibility. The committee will work to refine the selection criteria as necessary to ensure the best possible implementation order to benefit the area programs, their software vendors and the project.

The vendor user groups will drive the selection process, with input and support by the NC Council. At this time, several area programs have indicated interest in being in the first group, along with a number of Area Programs who use CSM or CMHC, (that are now supporting the pilot programs). Exactly how many will be dependent on the ability of the vendor to support multiple area programs during one implementation phase.

The group also recognized the importance of the area programs developing their "Local Plan" as it relates to the State Plan. This will help in determine direction for selecting the appropriate phase to migrate to IPRS.

- The group talked briefly about the State Plan's mention evolving someday to using a single Utilization Management system by all area programs. That possibility will be put on the shelf for the foreseeable future.
- Betty said the web site is updated with the latest specifications for the 834, 835 and 837.
- Carol Clayton reported she contacted Pitt, Piedmont and Edgecombe-Nash Area Program Directors about their "HIPAA" plans and said that no final decisions had yet been made.

6) IPRS Implementation Funding

- Hold Harmless - Barbara Moore discussed the results of the subcommittee meeting conducted at FARO. The various positions on hold harmless will be refined, as more information becomes available regarding implementation plans and schedules. The subcommittee will continue to exist, and will schedule its meetings as the project progresses. The Finance Committee will be informed of the Steering committee's concern about hold harmless.

7) IPRS Communications and Training

- Training for Directors and Finance Officers may be possible on the second Friday in November (11/9). Betty will contact the I/S coordinators about their own training needs and possible schedules.

8) Escalation of Policy Issues

- Gary Imes explained the importance of the Steering committee members presenting information about IPRS rollout in the meetings they attend i.e. Directors, Finance, MIS, Clinical, Medical Records, etc.

9) Action items

- The committee moved the November meeting from the 21st to the 28th.

Next Meeting Date and Location

November 28, 2001, 1- 3pm, NC Council - 1318 Dale St., Suite 120

